

**OFFICIAL PROCEEDINGS  
OF THE GOVERNING BOARD  
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, April 22, 2021, virtually via videoconference. Board President Ovitt called the meeting to order at 2:01 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert, Ms. Sanders (Student Trustee)

Members absent: none

**CLOSED SESSION**

The public was given an opportunity to address the Governing Board regarding the posted closed session agenda.

No comments were made.

The Board convened in closed session at 2:03 p.m. Closed session was adjourned at 3:02 p.m.

**STUDY SESSION**

Board Management Software – Superintendent/President Henry Shannon introduced Julie Sanchez and Eva Ramirez, executive assistants in the office of the superintendent/president, who presented the following: background, evaluation and selection criteria, recommendation, use by superintendent/president’s office, demonstration, other community college clients, and next steps. BoardDocs was the vendor recommended to the Governing Board. Governing Board members expressed support for the recommendation. The College will begin the purchasing process, followed by training and implementation of the new software campus-wide.

Library/Learning Commons Project – Melanie Siddiqi, associate superintendent of administrative services, introduced Troy Ament, executive director of facilities and construction, and Winston Bao and Silke Frank, representatives from LPA Architects. The presentation included: project schedule/LLC design-build timeline; criteria architect, design-build team, and design-build entity; schedule, work plan; inspiration, Measure P guiding principles; deliverables, criteria documentation; program summary; site, campus context; site, constraints and opportunities; program, concept, floor plans; concept, sustainability and well-being; concept, main entry; and shared governance.

## REGULAR SESSION

The regular session reconvened at 4:00 p.m., and Board President Ovitt asked Trustee Olivares-Lambert to lead the Pledge of Allegiance to the Flag.

## PUBLIC COMMENTS

There were no public comments.

## COMMUNITY LINKAGES

### GOVERNING BOARD

Student Trustee Lauren Sanders reported attending the following: Chaffey College Planning Council meeting; recorded graduation video; SSCCC General Assembly Conference; Nonprofit Board meeting; Student Trustee Caucus meeting; Chaffey College Student Government (CCSG) Executive, Senate, Delegation and Communication committee meetings; Chaffey College Multicultural Club meeting; Southern California Black Chamber of Commerce Mixer; Chaffey College Registration Committee meeting; Chaffey College Registration Strategic Planning meeting; CCSG Activities Committee meetings; Chaffey College Pantry Day; Rancho Cucamonga Biane Library, Upland Library; Chaffey College Enrollment and Success Management meeting; CCSG Finance Committee meeting; SSCCC Women's Caucus meeting; SSCCC Student Trustee Caucus meeting; Chaffey College Career Center meeting; Chaffey College GradFest; CCSG Elections Questions and Answers Event; SWS Nonprofit 12<sup>th</sup> Anniversary Event; CCSG Special Senate meeting; Black Caucus Financial Literacy Webinar; San Bernardino Valley College Pantry; fundraising webinar; Puente-Umoja: Unifying for a Greater Purpose event; Umoja Women's Empowerment event; Chaffey College Curriculum Committee meeting; CCSG Elections Committee meeting; CCSG 2021-2022 Candidate meeting; and Chaffey College Governing Board meeting.

Trustee McLeod had no report.

Trustee McDougal had no report.

Trustee Brugger reported that she donated to the Sherman Taylor scholarship fund, made her monthly donations to the College, and attended, via Zoom, the San Bernardino County Senior Disabled Fund meeting. Ms. Brugger also mentioned an article in the *Fontana Herald News* regarding the Chaffey College Foundation receiving a \$1.3 million grant for the InTech Center.

Trustee Olivares-Lambert congratulated everyone involved in the GradFest celebration, which was broadcast on television and on social media. She also reported that she participated in two webinars by the ACCT and CCLC; the HACU legislative meeting regarding funding for Hispanic Serving Institutions;

Professor Falcioni's lecture, and a presentation of the theatre department's *Golden Age of Radio*.

Board President Ovitt reported that he attended the Ontario Montclair School District Strategic Planning Group to develop the 5-year plan; Children's Fund meeting; and saw Alta Loma High School's new gymnasium while attending a program which honored the Chaffey College Trust Scholarship recipients which originated from the Chaffey Brothers in the 1890s.

## LEGISLATIVE UPDATE

Dr. Janeth Rodriguez, director, alumni and community relations, provided a written presentation which included updates on AB 102 – College and Career Access Pathways Partnerships; AB 927 – Community Colleges: Statewide Baccalaureate Degree Pilot Program; and Senate Democrats budget priorities.

## FOUNDATION

Dr. Lisa Nashua, executive director of the Foundation, provided a written report which included: scholarships – Kaiser Rad Tech, *Remembering the Moose* Scholarship Campaign; program support – student services third round of Finish Line Scholars Award; private foundations – The Foundation for California Community Colleges 2021-2022; events – Chaffey College Foundation Virtual Event – Supporting College Dreams and Chaffey College Foundation Golf Tournament.

## REPORTS

### CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

#### Employment or Ratification of:

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

Pedro Molina to the temporary, unclassified, professional expert position of work-based learning liaison, economic development, effective May 3, 2021, through June 30, 2021, under the terms and conditions of the employment agreement.

Jacqueline Rivera to the temporary, unclassified, professional expert position of workforce training liaison, economic development, effective May 3, 2021, through June 30, 2021, under the terms and conditions of the employment agreement.

#### Appointment of:

The Governing Board approved the revised educational services coordinator assignments for the 2020-21 academic year (this list has been made a part of these meeting minutes.)

The Governing Board approved the temporary increase in assignments of the .475 contract employees in visual and performing arts to work a maximum of eight hours per day for no

more than twenty consecutive days and for a period that will not exceed seventy-five days during the 2020-21 fiscal year.

Dr. Shannon announced that the Board considered an issue involving STRS in closed session and that he recused himself from that discussion and exited the closed session when that matter came up. Dr. Shannon asked Melanie Siddiqi if she had anything to report from closed session.

Associate Superintendent of Administrative Services Melanie Siddiqi reported that in closed session, the Board voted unanimously to ratify a settlement agreement between the District and CalSTRS (OAH Case Number 2019030088) that contained monetary and non-monetary provisions and that she is authorized to sign on behalf of the District.

#### MONITORING

The following report was submitted to the Governing Board for their information:

Budget Monitoring Report

#### INFORMATIONAL

The following Board Policies were submitted to the Governing Board for their information:

#### CONSENT AGENDA

A motion was made by Ms. Brugger, seconded by Ms. Negrete-McLeod, to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt,  
Ms. Olivares-Lambert, Ms. Sanders (advisory)  
Nays: None

Through this action, the following were approved (Approval of Minutes, March 25, 2021, through Management Personnel Plan/Employment Contracts.)

#### GOVERNANCE PROCESS

The minutes of the March 25, 2021, regular Board meeting were approved as presented.

The Governing Board adopted rules defining the role of the student trustee for the period June 1, 2021, through May 31, 2022.

#### ACADEMIC AFFAIRS

The Governing Board approved 7 course modifications, 5 distance education courses, 20 course deactivations, 14 program of study modifications, and 5 program of study deactivations for the *Chaffey College 2021-2022 Catalog*.

## BUSINESS/FISCAL AFFAIRS

The Governing Board approved and found that Klein Educational Systems is the single source supplier for Amatrol. Amatrol products are sole source products for the performance and services required under the subject California Apprenticeship Initiative Program grant as described in this agenda item, and Chaffey may proceed to negotiate and enter into a sole source contract with Klein Educational Systems.

The Governing Board adopted Resolution 42221, which authorizes the District to proceed with the use of the Design-Build process for the Library-Learning Commons Project.

The Governing Board approved the budget increase of \$2,385,660 to the 2020-2021 restricted general fund budget for the Immediate Action Budget Package allocations for the Emergency Financial Aid Assistance, CalFresh Outreach and Student Retention and Outreach programs.

The Governing Board approved the receipt of the Veterans Affairs grant funds in the amount of \$4,304 for the 2020-2021 fiscal year.

The Governing Board adopted Resolution 42221A, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

The Governing Board approved the Invention and Inclusive Innovation (13) Program Grant Agreement between Chaffey College and Rancho Santiago Community College District in the amount of \$150,000 for the period of January 1, 2021, through June 30, 2022.

The Governing Board approved the Budget Transfer Board Report for the period of January 1, 2021, through March 31, 2021.

The Governing Board approved the Quarterly Financial Status Report for the period ending March 31, 2021.

The Governing Board approved the Statewide Director – Advanced Manufacturing Grant extension to December 31, 2021, and augmentation in the amount of \$50,000 from the California Community Colleges Chancellor's Office.

## HUMAN RESOURCES

The Governing Board approved the employment contracts between the Governing Board of the Chaffey Community College District and management employees.

## ACTION AGENDA

### BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Mr. McDougal, second of Ms. Brugger. (These lists have been made part of the minutes of this meeting.)

Yeas: Ms. Brugger, Ms. Negrete-McLeod, Mr. McDougal, Mr. Ovitt,  
Ms. Olivares-Lambert, Ms. Sanders (advisory)  
Nays: None

## CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted Board Vice President Lee McDougal being honored for his 20 years of trustee service at the annual conference of the Community College League of California; the Los Angeles Times article on enrollment decline misquote; the GradFest event; and updates from the offices of equity, outreach and communications, instruction, and student services. President Shannon wished everyone a happy Earth Day. A video from GradFest was shown to the Governing Board. Dr. Shannon thanked everyone who participated in the event. Alisha Rosas, associate superintendent of student services, announced that the commencement ceremony will take place virtually on May 20.

Faculty Senate President Nicole DeRose submitted a report which included accomplishments by Mary Jane Ross, instructional support; and Deepak Shimkhada, art history.

Classified Senate President Trisha Albertsen submitted a report highlighting Courtney Garcia, disability programs and services; and Trisha Albertsen, budgeting and fiscal services.

CSEA President Sapna Jethani-Prado shared the CSEA newsletter from March which highlighted Mira Ibrahim, instructional assistant IV in the STEM Success Center.

CCFA Jonathan Ausubel was not present and had no report.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

None

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

The next regular meeting of the Chaffey Community College District Governing Board is Thursday, May 27, 2021. President Ovitt reported that the College plans to hold the meeting both via Zoom and live at the Chaffey College Chino Community Center for those who wish to attend in person. It will be limited to 25% seating capacity due to COVID-19 restrictions.

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President

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Clerk